
USAREUR BULLETIN

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MAILING PACKAGES TO THE UNITED STATES

Mailing packages from Europe to the United States involves many prohibitions, restrictions, and import-duty rules. All products sent to the United States must be free of soil and insects. A customs declaration must accompany every package. USAREUR personnel who mail items without listing them on the customs declaration are smuggling. U.S. customs and agriculture inspectors will seize prohibited items and may fine the mailer.

PROHIBITED ITEMS

The following items may not be mailed to the United States:

- Meats, sausages, salami, pâté, fresh fruit, and fresh vegetables.
- Products such as caviar, ivory, and items made from the furs, hides, shells, feathers, or teeth of endangered animal species.
- Switchblade knives, handguns, and hazardous articles such as fireworks, flammables, and poisons.
- Alcoholic beverages, liquor-filled candy, and absinthe.
- Prescription drugs, illegal drugs, lottery tickets, and obscene articles and publications.
- Items from embargoed countries, such as Cuban cigars.

RESTRICTED ITEMS

Personnel mailing restricted items such as rifles, shotguns, hunting trophies, gambling devices, and trademark items must ensure that import conditions are met and necessary permits are available.

IMPORT DUTY RULES

Gifts mailed to the United States are subject to import duty. Goods made in the United States are duty-free unless they have been physically altered abroad to increase their value. Personnel should write "American Goods Returned" on the customs declaration.

Foreign-made gifts are subject to import duty, even if purchased in a military exchange. The rate of duty differs according to the item. Only the recipient may pay the duty and the \$5 customs-processing fee. Duty is not levied if the recipient receives no more than \$100 worth of these gifts a day and the parcel is marked "Unsolicited Gifts."

A package containing foreign-made gifts for several people remains duty-free if each gift is worth less than \$100 and is wrapped and labeled separately. The customs declaration must state each gift's value and identify its recipient. If one gift in the package is worth more than \$100, all of the package's contents are subject to duty.

USAREUR personnel can obtain the U.S. Customs Service "International Mail Imports" pamphlet at military customs offices for more details.

INSTALLATION BAR PROCEDURES

Area support group (ASG) commanders, base support battalion (BSB) commanders, and civilian misconduct action authorities (CMAAs) are authorized to bar persons from installations and facilities under their control.

The debarment period is normally based on the seriousness of the misconduct and the circumstances surrounding the offender's presence in the area. A period of 1 to 5 years is normally appropriate.

Persons may not be barred from access to medical-treatment facilities.

USAREUR-WIDE BARS

General court-martial convening authorities (GCMCAs) and ASG commanders may bar persons from installations and facilities USAREUR-wide in cases involving misconduct or other activities that threaten discipline, morale, combat readiness, mission accomplishment, installation security, or privacy rights of personnel who work or live on U.S. military installations.

BAR MEMORANDUMS

Persons barred from installations and facilities are sent a bar memorandum that explains the reasons for the bar. A copy of the bar memorandum is sent to the person's sponsor (if the person is not self-sponsored) and the sponsor's commander or supervisor. When a bar is USAREUR-wide, a copy of the bar memorandum is sent to 1st Personnel Command (1st PERSCOM).

BARS AGAINST CIVILIAN EMPLOYEES

Bars against civilian employees must be coordinated with the servicing civilian personnel advisory center and the servicing legal office. Bars against employees of the Army and Air Force Exchange Service and Department of Defense Dependents Schools must be coordinated with the employing activity. However, the CMAA, GCMCA, or ASG commander makes the final decision on whether or not to impose a bar.

CONSOLIDATED BAR LIST

The 1st PERSCOM maintains a consolidated list of persons barred from installations and facilities USAREUR-wide. This list is distributed each month to ASG and BSB commanders, tactical commanders, civilian personnel officers, and other agency heads as appropriate. The 1st PERSCOM will provide access to this list for official purposes.

PERMANENT BARS

The following persons are permanently barred from all USAREUR installations

and facilities. The responsible GCMCA will issue permanent-bar memorandums to these persons and provide a copy of the memorandum to 1st PERSCOM:

➤ Soldiers who are in an excess-leave status pending execution of an approved dishonorable discharge, bad-conduct discharge, or dismissal.

➤ Former soldiers who received a dishonorable discharge, bad-conduct discharge, or dismissal, or who were discharged under other than honorable conditions.

Questions concerning bar procedures should be referred to the servicing staff judge advocate.

OBTAINING PASSPORTS

USAREUR personnel who need passports should apply for them well ahead of the dates they plan to travel using the following procedures:

U.S. CITIZENS

U.S. citizens should apply for passports at the servicing personnel detachment. Processing official (red) passports may take up to 4 months and regular no-fee and tourist (blue) passports up to 4 weeks because of processing and mailing. Official passports are only issued by the Special Issuance Agency in Washington, DC. Lack of planning does not justify emergency or priority processing.

NON-U.S. CITIZENS

Non-U.S. citizens should apply for passports at an embassy or consulate of their home country. If their home country does not have an embassy or consulate, they should contact the servicing U.S. embassy, consulate, mission, or immigration and naturalization service office for guidance on documents they need when traveling to and from the United States.

Personnel needing information on applying for a passport should contact the identification card and passport section at the servicing personnel detachment, refer to USAREUR Regulation 600-290, or check the 1st PERSCOM website at <http://144.170.217.12>.

OATH-PRESENCE REQUIREMENTS

Parents must take their newborn child with them when they report to the servicing personnel detachment (PD) to process the child's birth-registration and passport applications (USAREUR Reg 600-290 and USAREUR Reg 608-3).

The birth-registration and passport-acceptance agent giving the oath at the PD and the parent providing the information on the child's behalf must sign the birth-registration and passport applications in each other's presence. The applicant's presence also is required regardless of the applicant's age.

Parents and personnel at the PD should be aware that one oath-giving agent may not sign for another oath-giving agent. The use of rubber signature stamps is also prohibited.

Persons who fail to comply with oath-presence requirements are fraudulently signing applications. This is a felony.

NEW USAREUR COMMAND MEMORANDUMS

The following USAREUR command memorandums have been distributed as shown:

➤ USAREUR Affirmative Action Plan, AEAO (370-8337), 30 July 1999 (Distr: A)

➤ 1999 Combined Federal Campaign—Over-seas, AEAGA-G (370-8053), 26 August 1999 (Distr: A)

➤ Centralized Procurement of Commander's Coins in USAREUR, AEAGD-TS (370-6272), 1 September 1999 (Distr: B)

➤ USAREUR Regulation 525-1, Deployment, AEAGC-P (370-8056), 29 September 1999 (Distr: A)

NEW ELECTRONIC PUBLICATIONS

The following USAREUR publications have just been published and are available only in electronic format in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>:

➤ USAREUR Supplement 1 to AR 25-6, Military Affiliate Radio System, 29 September 1999

➤ USAREUR Regulation 350-40-1, Medical Proficiency Training, 29 September 1999

➤ USAREUR Circular 351-2, Courses and Quota Allocations for the Combined Arms Training Center and Associated USAREUR Courses, 1 October 1999

HOW TO USE THIS BULLETIN

HQ USAREUR/7A publishes the USAREUR Bulletin (UB) on the 1st and 15th of each month.

Personnel with questions or comments about this bulletin may contact the UB editor by telephone (370-6267) or e-mail (pubsmail@hq.hqusareur.army.mil).

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*One copy for each officer, warrant officer, and every D enlisted and civilian personnel.